

JOB OPPORTUNITY

Job Opportunity Bulletin:	#07-210 & #07-211
Final Filing Date:	July 7, 2008 or Until Filled

Position:	Salary:	Location:
Health Facility Construction Financing Analyst or Associate Health Facility Construction Financing Analyst or Health Facility Construction Financing Specialist	Rg A-C: \$2,817-\$4,446 \$4,400- \$5,348 \$4,833 - \$5,874	Office of Statewide Health Planning & Development Cal-Mortgage Loan Insurance Division 300 Capitol Mall, Suite 1500 Sacramento, CA 95814
<i>Two Positions</i>		

General Statement: The Cal-Mortgage Loan Insurance Division (Cal-Mortgage) of the Office of Statewide Health Planning & Development (OSHPD) administers the California Health Facility Construction Loan Insurance Program, a multi-billion dollar loan insurance program that assists non-profit health facilities in accessing capital for construction & expansion projects throughout California. Cal-Mortgage is recruiting for two highly motivated Health Facility Construction Financing (HFCF) Analysts or Associate HFCF Analysts or HFCF Specialists who are able to take the initiative, handle multiple priorities, and exhibit a high degree of professionalism. Under the direction of a HFCF Officer, the HFCF Analysts or Associate HFCF Analysts or the HFCF Specialists will:

*****Duties and salaries will be commensurate with level hired*****

Duties:

Health Facility Construction Financing Analyst:

- Review, evaluate, & determine the completeness of the least complex loan insurance application.
- Assist in the preparation of the Project Summary & Feasibility Analysis (PS&FA) and the Risk Assessment & Community Needs/Benefits Assessment.
- Assist in the review of legal documents before the date of formal loan closing to assure that required documents necessary for closing have been obtain & properly executed.

Associate Health Facility Construction Financing Analyst:

- Review, evaluate & determine the feasibility of the moderately complex applications for loan insurance involving single corporation applicants & re-financings; counsel applicants on the correction of application deficiencies.
- Prepare the PS&FA and make recommendations to the HFCF Officer and Deputy Director regarding the granting of loan insurance.
- Present & discuss the PS&FA with the Advisory Loan Insurance Committee & OSHPD Executive Staff.
- Represent OSHPD at the closing of the financing to assure all legal documents & required filings are completed & validate the loan insurance premium.

Health Facility Construction Financing Specialist:

- Review, evaluate & determine the feasibility of the complex, more sensitive & higher risk project applications including those for multi-level facilities or projects with complicated financing proposals requiring high-level interaction with healthcare & banking professionals, elected officials, and executive management.
- Oversee the development of written business plans to mitigate potential or ongoing financial defaults for the more complex projects, high risk projects to protect the interest of the insured Corporation, the HFCLIF, and the General Fund. Assist & monitor the Corporation in the implementation of a turn-around business.

Desirable Qualifications:

- Dependable, punctual, and good attendance habits.
- Bachelor's degree in a business related field. Related education or experience in finance, banking, budget review and analysis, auditing, accounting, real estate, financial analysis, or public health care issues. Sound judgment in dealing with the public and management.

Who May Apply:

Applications will be accepted from individuals currently in the class or who have list, transfer or reinstatement eligibility to the class or who meet the [minimum qualifications](#) for the classes (pending competition in a state civil service examination). Appointment is subject to SROA/surplus policies. The most qualified individuals will be selected for interviews.



OFFICE OF STATEWIDE HEALTH PLANNING AND DEVELOPMENT

400 R Street, Suite 312
Sacramento, CA 95811-6213

— An Equal Opportunity Employer

Interested individuals should submit a resume and a State Examination and/or Employment Application, STD. 678 to:

OSHPD – Cal-Mortgage Loan Insurance Division
Attention: Merrilee Malcomb (**JOB #07-210 & #07-211**)
300 Capitol Mall, Suite 1500
Sacramento, CA 95814

For more information contact Merrilee Malcomb at (916) 319-8822.

Equal Employment Opportunity Employer to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age or sexual orientation.

It is an objective of the State of California to achieve a drug-free work place. Any applicant for State employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing civil service, and the special trust placed in public servants.